

**STATEMENT OF BASIS, SPECIFIC STATUTORY AUTHORITY, AND PURPOSE  
FOR THE STATE PERSONNEL DIRECTOR'S ADOPTION OF PERMANENT  
ADMINISTRATIVE PROCEDURES 3-7, 3-13(A), and 4-24**

**4 CCR 801**

The purpose of the State Personnel Director's permanent adoption of administrative procedures listed below is to reflect policy changes, eliminate ambiguities and provide clearer guidance to users of the Director's administrative procedures.

**Multiple Vacancies**

4-24. The proposed language restores previous language on referrals for multiple vacancies and provides clarity regarding referral of top-ranking candidates to an appointing authority with multiple vacancies.

**Saved Pay**

3-7 and 3-13(A). The proposed language adds discretion for departments to allow saved pay when retention rights are exercised and provides the requirements surrounding such discretion.

The State Personnel Director's authority to adopt these administrative procedures is enumerated in, but not limited to:

- Colorado Constitution, Article XII, Sections 13 and 14;
- State Personnel System Act, Title 24, Article 50, Sections 101 through 804, CRS (2005); Sections 24-50-501 through 24-50-513, CRS (2005)
- State Support Services Reorganization Act, 24-50.3-104, CRS (2005); and
- *CAPE v. Lamm*, 677 P2d 1350 (Colo. 1984).

Adopted: